

**CONFIDENTIAL**

DD/S 46-41328  
DD / B  
FILE Personnel 3

15 August 1966

MEMORANDUM FOR: Executive Officer to the DD/S

SUBJECT : Retirement Emblems

h/w by Mr. Bannerman:  
"Concur/RLB 18 Aug 66"

1. On behalf of the DD/S I propose to concur with the criteria governing the award of the Silver Retirement Emblem as provided in paragraph 3 a. through i. of the attached memorandum unless instructed otherwise.

2. If possible the views of the DD/S would be appreciated by 23 August, the date of the next Honor and Merit Awards Board meeting.



Acting Deputy Director of Security  
for Personnel Security

Att

DD/S Distribution:

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STATINTL

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8 AUG 1966

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Retirement Emblems

*Put this thru to  
Honor & Award  
BA - 9 Aug 66*

1. The Honor Awards Regulation is now out and, as you know, lays down the basic criteria for the presentation of retirement emblems. We now need to establish within those basic criteria specific standards for determining qualification and awarding.

2. We would propose the following eight points which [ ] and I would like to discuss with you in a few days, after you have had a chance to think about them. Bob has received from the supplier a new striking of silver emblems which we would like to show to you and make some proposals about at the same time.

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a. For the award of a silver emblem for less than 25 years service, the retiree must have been on duty continuously, i.e., no break in service since 18 September 1947.

*OK*

b. If an employee dies in service, the widow will receive an emblem if the employee was qualified at time of death. If the employee was single, parents will not receive an emblem.

*Excluded?  
children +  
parents as  
recipients.*

c. Military detail time with CIA counts toward service if the individual civilianized and subsequently retires (this would cover people like Shef Edwards).

*OK*

d. Technically, an employee who leaves under the Discontinued Service concept does not retire from the Agency. For emblem purposes he will be considered as retiring from the Agency.

*OK*

e. Although we will start ordering emblems as soon as we have finally settled on the precise form and packaging, we would propose awarding none until the time of our 20th Anniversary--a year from September. We think it would be particularly appropriate for those previously retired to whom we would be sending them to tie the action to our 20th Anniversary occasion.

*Do not  
want. Start  
as soon as  
approved.*

f. We would propose that no emblems be sent overseas. Involved here are only those rare occasions where an individual retires in place. In many instances we probably would be unable to use the APO system, and we don't think we should move this sort of thing through the international mail.

*No ad hoc  
this*

OK g. All prospective recipients will be screened by the Office of Security, Central Cover Staff, the Inspector General, and the Office of Personnel.

OK h. If for cover or security reasons a retiree may not receive an emblem, none will be ordered, as we see no purpose in keeping a retirement emblem in the Agency vault as we are doing in some cases with Honor and Merit Awards.



Deputy Director of Personnel

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STATINTL OD/Pers [redacted] 11k (5 August 1966)